

**HazCollect Follow-On Operational Test & Evaluation (FOTE)  
Wrap-Up Meeting Minutes  
December 10, 2008**

**Attendees:**

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WFO Pittsburgh, PA:	Joseph Palko
Southern Region HQ:	Janice Bunting
WFO Tallahassee, FL:	Robert Goree
Florida DCA/DEM:	John Fleming
Central Region HQ:	Gregory Noonan
WFO Paducah, KY:	Ricky Shanklin, Deanna Lindstrom
Paducah, KY EM:	Walter Atherton
Western Region HQ:	Jeffrey Lorens
WFO Anchorage AK:	Sam Albanese
Anchorage AK EM:	Vince McCoy
Hawaii Emergency Mgr:	Tom Simon
Ray Kent:	DHS/FEMA
UACS:	Sean Payne, Valencia Hicks
CIO14:	Odon Dario
OS51:	Herb White
OPS24:	Jerald Dinges, Jae Lee, Bert Vilorio
OST11:	Joel Williams
OST31:	Tim Hopkins

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On Wednesday December 10, 2008, the National Weather Service Test & Evaluation Branch (OPS24) hosted the HazCollect Follow-on Operational Test & Evaluation (FOTE) Wrap-Up Meeting. The purpose of the meeting was to summarize and present the results of the FOTE testing. During the meeting, the following items were discussed:

1. Bert Vilorio presented test summaries at participating FOTE sites and emergency managers, test objectives, and test results. He explained that all pre-test requirements were met, including setup and configuration at the FOTE sites, DMIS accounts and COG setup for the emergency managers, and public information statement dissemination before the start of the tests.
2. Bert Vilorio proceeded to discuss the status of the test objectives as outlined in the FOTE Test Plan document:
  - a. Confirm setup/configuration for:
    - i. DMIS setup for emergency managers – **PASS**
    - ii. COG setup and EM/user registration - **PASS**

- iii. HazCollect server setup - **PASS**
    - iv. FOTE sites configured (AWIPS, CRS) for HazCollect - **PASS**
  - b. Verify operation of HazCollect system – **PASS**
  - c. Verify HazCollect products for end-to-end dissemination - **PASS**
  - d. Verify availability of required HazCollect documents - **PASS**
  - e. Verify a subset of the HazCollect operational modes - **PASS**
  - f. Verify a subset of the failover and recovery functionality of the HazCollect server – **FAIL (TTR 65)**
  - g. Verify the HazCollect national message functionality - **PASS**
  - h. Demonstrate DMIS NWEM API end-to-end functionality - *Demonstration conducted on 10/7-10/8, 10/10, 10/31, and 11/10/08; at last demo, WMO message was missing the effective time; problem being analyzed by FEMA/DHS contractor*
  - i. Verify user-related HazCollect performance-based test procedures
    - i. Transmission of single NWEMs to dissemination systems within 2 minutes of submission from EM interfaces - **PASS**
    - ii. EM authentication into HazCollect within 5 seconds – **PASS**
- 3. Additional tests that passed included the
  - a. Test ADR messages sent by the emergency managers (total of 87 messages)
  - b. Two actual 911 telephone outage emergency messages sent by Walter Atherton from Paducah, KY
  - c. Test State messages at each FOTE site (total six state messages generated)
  - d. National Message Test (including retest at states of Texas, Puerto Rico, and the Virgin Islands), and
  - e. Limited NWRWAVES testing.
- 4. Bert Vilorio reminded the TRG that per the FOTE Test Plan, “...all assigned TTRs with Impact 1 or 2 must be resolved and closed prior to a deployment...”

Bert Vilorio then proceeded to discuss the outstanding Test Trouble Reports (TTR):

Open TTRs with Impact 2	= 6	(malfunction of required functionality; reasonable workaround)
Open TTRs with Impact 3	= 3	(less critical – loss of minimum capability)
Total TTRs OPEN	= 9	
Total TTRs CLOSED	= 3	
Total TTRs	= 12	

- 5. Joel Williams (Office Science & Technology, HazCollect Project Manager) proceeded to discuss the future plans for HazCollect after the FOTE. He indicated that OS&T will still be in charge of the HazCollect system. There will be plans to fix the Impact 2 TTRs in preparation for the initial operational capability (IOC) planned for April 2009. Joel added that Certification & Accreditation (C&A) testing, including additional security requirements, will need to be performed on the system prior to the IOC. He estimates around 18 months before it proceeds to the final operational capability (FOC). Tim Hopkins (OS&T) adds that because of the additional development and testing and lack of separate test servers, the HazCollect system availability could be affected prior to the FOC.

6. Joel Williams reiterated that during now and up to April 2009, only the current emergency managers who participated in the FOTE will be allowed to use the HazCollect system for their use in the event that an actual emergency does occur. There will NOT be any registration of new users to the system. New users will be added starting in April 2009.
7. John Fleming and Walt Atherton requested that additional weekly NWEM test messages (possibly during Wednesdays) should still be implemented in coordination with their respective weather forecast offices (WFO). Herb White (OCWWS) concluded that as long as it does not impose additional workload burden on the local WFO personnel, then it should be okay with NWSHQ. Herb White will set up a work session with John Fleming and Bob Goree (WFO TAE) to discuss weekly NWEM test message transmission methods in January 2009. Herb White will distribute a proposed weekly NWEM test message method from this meeting to the current emergency managers and WFOs.
8. When asked by Southern Region Headquarters if Routine Weekly Test (RWT) event messages can be used instead of ADR messages, Herb White subsequently recommended further discussions at the January 2009 meeting.
9. Herb White added that during a recent meeting with the regional focal points, plans have been discussed and formulated, in coordination with DHS/FEMA, for online-training via the use of five - 20 minute training modules (in total, less than two hours). These training modules should be ready for testing by March 2009. Additionally, Herb indicates that DHS/FEMA is committed to addressing the DMIS NWEM toolkit usability issues but anticipates no new DMIS client versions as more work has been planned for thin DMIS clients instead of the currently downloadable software.
10. Timothy Hopkins and Herb White agreed to serve as main focal points for the HazCollect system as of today.
11. This wrap-up meeting concludes the scheduled HazCollect FOTE. OPS24 was requested by OS&T to support ad-hoc tests and possibly conduct another OT&E to get ready for the IOC and the FOC.
12. A HazCollect FOTE test report will be generated to document the FOTE results. This report will be distributed for review and the final document will be available on the OPS24 web site.
13. We would like to thank everyone who supported the FOTE. With everyone's dedication and hard work, we were able to complete the FOTE successfully.